


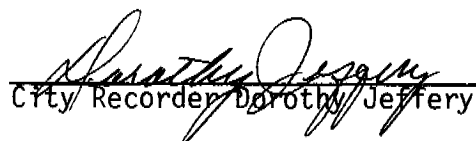
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utility companies to study the future placement of their utility lines, because of the possibility that the drainage ditch may be moved.

Mayor Nielson asked if there were any further comments from the floor. There being none, he adjourned the meeting at 7:45 p.m.



Mayor Grant S. Nielson



City Recorder Dorothy Jeffery

MINUTES OF A REGULAR CITY COUNCIL MEETING HELD APRIL 30, 1984

PRESENT

Grant S. Nielson
Don Dafoe
Neil Dutson
Craig Greathouse
Kjell Jenkins
Ruth Hansen

Mayor
Council Member
Council Member
Council Member
Council Member
Council Member

ABSENT

None

OTHERS PRESENT

Jim Allan
Dorothy Jeffery
Warren Peterson
Greg Cooper
Bryce Ashby
Kim Young
Gary Tomsic
John Quick
Tom Chandler
Leah Kauwe
Jim Fletcher

City Manager
City Recorder
City Attorney
City Chief of Police
City Fire Chief
Boettcher & Company
Boettcher & Company
City Engineer
City Resident
City Resident
KNAK Radio

Mayor Nielson called the meeting to order at 8:00 p.m. and stated that notice of the time, place and agenda of the meeting had been posted at the principal office of the governing body and had been provided to the Millard County Chronicle, the Millard County Gazette, and the local radio station, KNAK, and to each member of the governing body by personal delivery of copies of the Notice and Agenda two (2) days prior to the meeting.

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MINUTES

Mayor Nielson stated that in the interest of time he would recommend the minutes be scheduled to be approved at tonight's meeting be tabled until the May 4, 1984, Regular City Council Meeting. Council Member Neil Dutson MOVED to table the minutes of regular City Council meetings of April 9, 1984, April 16, 1984, April 23, 1984, Public Hearing minutes of April 23, 1984, which were scheduled to be approved at tonight's meeting, until the May 4, 1984, Regular City Council Meeting. The motion was SECONDED by Council Member Don Dafoe and received the unanimous affirmative vote of all Council Members present.

ACCOUNTS PAYABLE

City Recorder Dorothy Jeffery asked if there were any questions regarding the accounts payable, which were included in the Council's packets. The April 30, 1984, accounts payable are as follows:

<u>BUSINESS</u>	<u>DEPT</u>	<u>ITEM PURCHASED</u>	<u>AMOUNT</u>
UP&L	Water		508.61
UP&L	Water		508.58
UP&L	Water		104.21
UP&L	Water		95.76
UP&L	Water		78.87
UP&L	Airport		149.84
UP&L	Water Tank		51.40
CLASSIC SALES	City Hall	Tapes	31.20
COMMERCIAL BUS	Police	Repair on siren (Lakey)	20.00
COMMERCIAL BUS	Police	Instl Syntor in New Ford	151.20
DUWILL PUBLSH	Council	Ordinance No. 84-74	64.80
DUWILL PUBLSH	Council	Ordinance No. 84-75	83.40
DUWILL PUBLSH	Council	Econ Development Topic	7.20
GAME TIME	Parks & Rec	Playground Equipment	194.70
GULF STATES	Police	Misc. Supplies	596.10
HIATT PRINT	Police	Daily activity reports	67.16
JOLLEY'S	Police	Boots (Lakey)	49.94
LITERARY GLD	Library	Book	15.66
LYNN'S TIRES	Police	Tires	275.00
QUALITY MRKT	Parks & Rec	Groceries for YAC	39.13
QUALITY MRKT	Parks & Rec	Supls for YAC Arts & Crft	9.29
QUALITY MRKT	Parks & Rec	Supls for YAC Arts & Crft	2.98
QUALITY IGA	Treasurer	Office Supplies	13.42
ROCKING R OIL	Bldg Inspect	Unleaded Gas	32.44
ROCKING R OIL	Police	Unleaded Gas	845.13
SERVICE DRUG	Police	Film & Batteries	30.25
		TOTAL	\$4,026.27

Following a brief discussion of the accounts payable, Council Member Neil Dutson MOVED that the accounts payable be approved as listed, in the amount

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of \$414.50 and Kimo's Camera bill for Delta City's Library drymount press in the amount of \$500.00. The motion was SECONDED by Council Member Don Dafoe. The motion carried.

ATTORNEY WARREN PETERSON: DEL PARK ANNEXATION ORDINANCE

Attorney Peterson explained the proposed ordinance providing for the annexation of Del Park, but noted that the park arrangements discussed by the Council are not incorporated into the ordinance except by reference to an agreement. The agreement itself has not been prepared because the petitioners have not provided the City with the park improvement plan and cost estimates. Council Member Craig Greathouse MOVED to table the ordinance until such time as the agreement regarding the park improvement plan has been prepared. The motion was SECONDED by Council Member Neil Dutson. The motion carried.

JIM & BOB PENDRAY: PENDRAY DEVELOPMENT REQUEST FOR DEDICATION OF TOPAZ BOULEVARD TO DELTA CITY

Mr. Bob Pendray told the Council that the street between the Best Western Motel and the Plaza Theater, Topaz Boulevard, has become a very busy street through use by City residents as a through street to State Road 6. With this in mind, the Pendrays would like to dedicate the street to the City. Mr. Pendray stated further that there are three speed bumps built along the street which may affect use of the street if the City assumed ownership.

Mayor Nielson declared that he had an interest in the issue being discussed due to his ownership interest in the Pendray Plaza Motel and recommended that a Mayor pro tempore be appointed to hear and discuss the issue. Council Member Dutson MOVED to appoint Council Member Don Dafoe as Mayor pro tempore for the purpose of the discussion and any Council action regarding Topaz Boulevard. The motion was SECONDED by Council Member Ruth Hansen and carried the unanimous affirmative vote of all Council Members present.

Delta City Police Chief suggested the City accept and maintain the speed bumps because they would help maintain a safe speed along the street.

There was a brief discussion regarding the sewer and water lines in the area. Mr. Pendray showed a map showing where the water and sewer lines ran. Following further discussion, Council Member Kjell Jenkins MOVED the City accept the Pendrays donation of Topaz Boulevard to Delta City, subject to the City Engineer's review to insure the street meets Delta City standards, that the three speed bumps would remain along the street, that traffic signs would be installed to inform drivers of the speed bumps, that a speed limit of 15 miles per hour would be posted, and that as part of the dedication, the City be granted an easement to maintain the drainage. Council Member Neil Dutson SECONDED the motion. Mayor pro tempore Don Dafoe asked if there were any further comments or discussion on the motion. Attorney Peterson asked if the water and sewer lines within the area would be dedicated along with the street.

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Mr. Pendray stated that he would like to reserve his answer to Attorney Peterson's question until he had discussed the matter with Jim Pendray. Mr. Pendray will report back to Mr. Allan on Tuesday, May 1, 1984.

After further discussion, Council Member Kjell Jenkins MOVED to amend his MOTION to include in the conditions that the City engineer review the construction of the streets and the water and sewer line dedication in the area. Mayor pro tempore Don Dafoe asked Council Member Neil Dutson if his SECOND would stand on the amended motion; Council Member Dutson answered affirmatively. Mayor pro tempore Don Dafoe then called for a vote on the amended motion, and the motion passed unanimously.

At this point, Don Dafoe relinquished the powers and duties of Mayor back to Mayor Nielson.

CITY MANAGER JIM ALLAN: WARRANTS ON DELTA ESTATES SUBDIVISION

Jim Allan, City Manager, told the Council he had invited Kim Young and Gary Tomsic, representatives from Boettcher & Company, to discuss the possibility of using interim warrant prior to the issuance of general obligation bonds to finance the Delta Estates Special Improvement District. The reason for this approach was the possibility of additional costs having to be added as the project progressed and unforeseen costs became known.

Mr. Allan noted that the local banks were contacted regarding purchase of the interim warrants with the following results: First Security Bank was not interested. Valley Bank offered an interest rate of 10%. Zions Bank offered an 11% rate. As a result of the stated interest rates, it was decided to accept Valley Bank's offer for the purchase of the warrants.

Gary Tomsic presented the documents for the warrants. It was explained that three possible draws would be made to pay the contractor, Skyline Construction, during the project. The warrants would total approximately \$77,000, which does not include finance charges. The warrant procedure requires that the contractor submits a bill for work completed. The bill is reviewed by the City Manager and then presented to the Council for payment. Boettcher & Company is notified and prepares the documents for the draw. The procedure takes 7 to 10 days to get a payment to the contractor.

Amounts no larger than 90% of the bill submitted by the contractor can be paid at any given time. This leaves 10% retainage at all times as required by the contract. One warrant will be issued per month, or three times for the total of the project, in anticipation of the 90 day construction period.

Mr. Tomsic stated that the Council has to announce the City's intent to issue special improvement district bonds at the conclusion of the improvement project. At that time, the total project costs are known and assessments can be determined. The total cost would include the construction costs, the bond attorney fees, the cost of the interim financing, engineering fees, and a fee for the financial advisor.

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Mr. Tomsic explained that warrants will be issued only for the construction costs. After the project is completed, Mr. Allan will obtain all of the above mentioned expenditures, ascertain the total assessments and arrange for notices of assessment amounts to be mailed to each of the property owners within the special improvement district. The property owners then have the opportunity to meet with the City Council, which acts as a board of equalization, to hear property owner comments. The Council will determine the final amount of the total assessment once all comments have been heard. The property owners have 15 days to pay their total assessment if they so desire; after which the Council will assume that the property owners are willing to pay their individual assessments in ten equal amounts annually over a ten year period.

Mayor Nielson asked if there were any further comments or questions. There being none, he thanked Mr. Tomsic and Mr. Young for their attendance at the meeting and for their presentation.

STREET PROJECT PRESENTATION TO COMMUNITY IMPACT BOARD

City Manager Jim Allan reviewed the status of the street improvement project with the Council. Mr. Allan stated that the City has held several town meetings during which the proposed street improvement project has been discussed. He explained further that the concepts of the project are based on Bush and Gudgeon's engineering work. There are three proposals that have been studied and recommended, and the cost of which are \$4.5 million for the most elaborate project, \$2.5 million for a medium concept and \$1.25 million for the least extensive undertaking.

Each proposal included some work to be done on drainage. The drainage cost is approximately \$688,000 in both the two more expensive proposals. The cost of drainage in the third proposal is approximately \$425,000.

The following are some of the suggestions made at the Public Hearing regarding the street project:

1. Instead of standardizing the streets at 44 feet in width, a possible 30 foot wide street could be considered for the entire project. This would allow a 7 foot strip on each side of the street, as well as the curb and gutter, to be completed on a pay as you go basis.
2. Instead of using hot mix asphalt road surface, a cold mix could be used. This would reduce the cost per linear foot.
3. On the question of financing the project, there were questions asked as to how much the mill levy would be increased and what the options were. Consensus of the people attending the meetings was that a 3 mill increase for the project would be acceptable if the assessed value remained as it is.

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Mr. Allan stated that the consulting engineer, John Quick, had been asked to represent the engineering and construction side of the project and Boettcher & Company's Kim Young and Gary Tomsic were representing the finance portion of the proposed project.

Mr. Tomsic discussed in detail options the City could use in financing the project. Mr. Tomsic also reviewed some alternative proposals for the City to present to the CIB when requesting money for the project.

Mr. Allan asked the Council for their comments on how they wished to proceed with financing the project.

After a general discussion, Council Member Don Dafoe MOVED that the City proceed with one of two options:

1. Request from CIB a low interest loan of $4\frac{1}{2}\%$, with a commitment from the citizenry to support a 3 mill increase in the general property taxes, and to seek additional funding in the form of a possible \$400,000 grant from the CIB, and to use the above money plus the IPA money of \$500,000 to do this project.
2. With a commitment from the citizenry for a 3 mill increase, use of the IPA \$500,000 received and request a low interest loan at the rate of $4\frac{1}{2}\%$.

Council Member Neil Dutson SECONDED the motion. Mayor Nielson asked if there were any other comments. There being none, he called for a vote on the motion, which passed unanimously.

Mr. Young stated that he and Gary Tomsic would work with Jim Allan and prepare an application to be presented to the Community Impact Board for their June 7, 1984 meeting.

MAYOR GRANT NIELSON: MILLARD COUNTY REQUEST RELEASE FROM MONETARY RESPONSIBILITY FOR THE FIRE STATION ADDITION

City Manager Jim Allan explained that the County had requested a letter from the City requesting that the County deed to the City the property on which the old Delta jail house sits and acknowledging that donation of the land relieves the County of any monetary responsibility for the construction of the new fire facility.

Mayor Nielson said he had met with County Administrator Robyn Pearson and discussed his concerns regarding the \$250,000 in equipment and building costs that are being planned.

Mayor Nielson said he also told Mr. Pearson that he was going to recommend that the Council deny the requested letter and to authorize City Manager Jim Allan and Fire Chief Bryce Ashby to order the new fire engine. Mayor Nielson also told Mr. Pearson that after July 1, 1984, Millard County would

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have to initiate a request to Delta City for fire protection within the County.

Following further discussion, Council Member Craig Greathouse MOVED to deny the letter the County had requested in which the County would meet their share of the fire station expansion by donating the land on which the old Delta jail house is located. The motion was SECONDED by Council Member Neil Dutson and the motion carried unanimously.

FIRE CHIEF BRYCE ASHBY: CONSIDERATION OF ORDERING A NEW FIRE DEPARTMENT PUMPER TRUCK

Fire Chief Bryce Ashby informed the Council that he had spoken to several other fire chiefs regarding the specifications for a new fire pumper truck and now feels he has the type of specifications for the truck that would best suit the City.

There was a discussion of a possible lease-purchase plan for the truck. It was decided, however, that with the present funding from Intermountain Power Agency, a lease-purchase plan is not a viable option. Chief Ashby also informed the Council that all of the Delta City Firemen had had some input regarding the specifications of the new pumper truck.

Mayor Nielson asked if there were any other questions the Council wanted to ask Chief Ashby regarding the pumper truck. There being none, Council Member Craig Greathouse MOVED to authorize Jim Allan, City Manager, and Fire Chief Bryce Ashby to prepare the specifications for the fire pumper truck and for other needed accessory equipment and to prepare the bids. The motion was SECONDED by Council Member Kjell Jenkins. The motion carried.

CITY MANAGER JIM ALLAN: SALARY SCHEDULE FOR DELTA CITY PERSONNEL

City Manager Jim Allan reviewed with the Council the proposed salary schedule for 1984-85 budget year, which reflects a consumer price index increase of 5.2%.

Mr. Allan explained that the salary schedule is not designed to compensate employees for doing an outstanding job or to reflect their job performance. It is strictly for a cost of living increase.

Mr. Allan further stated that according to the Impact Alleviation Agreement #47, any across-the-board wage increase will be assumed by IPP proportionately. Mr. Allan asked the Council if they were interested in having a performance appraisal system as part of the Personnel Manual that could be used to grant employees merit increases for superior performance. He explained three objectives of a performance appraisal system. They are:

1. Control to insure equity in granting raises;
2. A work plan for each individual based on clear goals and objectives that meet department needs; and

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3. Regular communication about performance between the evaluator and the employee.

Mr. Allan suggested that as performance ratings are determined by department heads or evaluators, the department head could make recommendations to a Salary Board. The Board could consist of a city council member, department head, a peer within the given department, and a possible fourth party, such as the City Manager or the Mayor. This board could then give a more objective view than that of the department head.

Mr. Allan stated that if a department head feels a particular employee's work performance over the past year warrants a merit increase, an increase should be included in the departmental budget for the next fiscal year.

After further discussion, Council Member Don Dafoe MOVED to authorize the 5.2% salary adjustment on the salary schedule and to authorize City Manager Jim Allan and the department heads to initiate the performance appraisal system for merit increases. The system would become effective July 1, 1984, and will be incorporated into the Delta City Personnel Policy. The Mayor asked if there were any further comments or discussion on the motion. There being none, Council Member Craig Greathouse SECONDED the motion, which received the unanimous affirmative vote of all Council members present.

COUNCIL MEMBER RUTH HANSEN: IRRIGATION WATER FEES AND WATER MASTER POSITION

Council Member Ruth Hansen told the Council there are 69 citizens within Delta City that own irrigation water shares. The City owns 59 shares that are either rented to City residents or used by the City for their own use. In researching the records, Council Member Hansen found that in 1982 there were 27 individuals renting irrigation water from the City, while in 1983 there were only 12. In 1980 the ditch tax was \$7.50, in 1981 it was 412.50, in 1982 it was set at \$17.50, and in 1983 it had been raised to \$25.00.

There was some discussion regarding the yearly cost for maintaining the irrigation water system. Council Member Ruth Hansen recommended a meeting be scheduled for the irrigation water user within Delta City limits to discuss the revenue options and to discuss the expenditures for the department. Accordingly, a meeting was scheduled for Thursday, May 3, 1984, at 7:00 p.m., to be held at the Delta High School Lunch Room. City Recorder Dorothy Jeffery was asked to make arrangements for the meeting.

CITY MANAGER JIM ALLAN: COMPUTER SOFTWARE AGREEMENT WITH BRUCE MILLER

City Manager Jim Allan reviewed with the Council a proposed agreement with Bruce Miller, to provide Delta City with converted software for the Model IBM 36 Computer. The program priorities would be as follows:

1. Payroll
2. General Ledger
3. Utility Billings
4. Police Department Package

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Mr. Allan asked if the Council agreed with the concept of the agreement and the \$25.00 per hour fee to Bruce Miller for his work.

Following a discussion of the agreement, Council Member Craig Greathouse MOVED to authorize preparation of an agreement with Bruce Miller to provide computer programs so that they would be compatible with Delta City's operation and to pay Mr. Miller \$25.00 per hour for the work. The contract will be reviewed by City Manager Jim Allan, Council Members Don Dafoe and Craig Greathouse, and Mayor Nielson. Upon their approval of the contract the Mayor will be authorized to sign that contract. The motion was SECONDED by Council Member Don Dafoe. Mayor Nielson asked if there were any other comments or questions regarding the agreement. There being one, he called for a vote on the motion, which passed unanimously.

DEPARTMENT REPORTS BY CITY RECORDER DOROTHY JEFFERY AND CITY TREASURER H. DOYLE BENDER

Dorothy Jeffery, City Recorder, reviewed with the Council the status of 1984 business licenses. To date 187 business licenses have been sold and 8 businesses are now in violation of the business license ordinance. Those in violation will be notified of their responsibility to obtain a license within the next 15 days (as of May 1). A total of \$26,021 has been collected from business licenses.

Mrs. Jeffery told the Council that she had been asked by the Utah League of Cities and Towns to prepare a one day seminar on business licenses. The seminar would be held in conjunction with the League Conference in September. Attorney Peterson has agreed to assist with this seminar. The 1984-85 goals for the Recorder's Department are:

1. Complete the new, improved filing system.
2. After the General Ledger has been programmed for the computer, initiate weekly expenditure and revenue reports to be given to the council. This will be done jointly with the City Treasurer and the City Recorder.
3. Place ordinances and resolutions into a permanent book.

Mrs. Jeffery explained the plan she and the Treasurer are following is to cross-train in both departments. The purpose of this is to make the operation of the two departments more effective.

Doyle Bender, City Treasurer, thanked the Council for their support and confidence in appointing him as Treasurer and expressed his desire to fulfill his duties as required. Mr. Bender presented a written document to each Council Member with his goals for 1984. He told the Council that all department heads and the City Manager have been very helpful in helping him in his position during the transition.

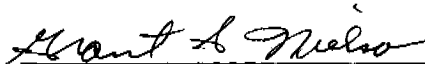
Mrs. Jeffery and Mr. Bender thanked the Council for allowing them to discuss their goals and objectives for the coming year.

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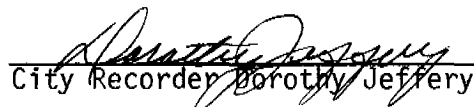
ITEMS FOR THE MAY 7, 1984, REGULAR CITY COUNCIL MEETING

1. Approval of minutes for the April 9, April 16, April 23 Regular City Council Meetings and the Public Hearing held April 23
2. Attorney Peterson: Present the Del Park annexation ordinance.
3. City Council Member Craig Greathouse: Present the Delta West Annexation Plan
4. Council Member Ruth Hansen: Present the Irrigation Water Fees and proposals for the Water Master Position.
5. City Manager Jim Allan: Present the Resolution Regarding Salary Schedule
6. Present the Proposed Ordinance to Vacate 400 North Street
7. Schedule a Public Hearing for the Purpose of Rezoning Wells and Reliance Wood's Property in Lot 1 Block 2
8. Present the easement from the L.D.S. Church for garden spaces.
9. Have John Quick report on the balance of the bill for design and stake out of the Delta Estates from P&E Engineering

Mayor Nielson then asked if there were any other items to be discussed. There being none, Council Member Neil Dutson MOVED that the meeting be adjourned. The motion was SECONDED by Council Member Don Dafoe. The motion carried. The meeting adjourned at 11:42 p.m.



Mayor Grant S. Nielson



City Recorder Dorothy Jeffery

MINUTES OF A REGULAR CITY COUNCIL MEETING HELD MAY 7, 1984

PRESENT

Grant S. Nielson
Don Dafoe
Neil Dutson
Craig Greathouse
Kjell Jenkins
Ruth Hansen

Mayor
Council Member
Council Member
Council Member
Council Member
Council Member